

**St. Michael's Parish**  
**Administrative Council Meeting Minutes**  
**Tuesday, January 25th, 2022**

Present: Fr. Mark Steffl, Pat Wildt, Dan Davis, Ed Steffl, Joel Heiling, Judy Walter, Jack Carlson, Myron Mathiowetz, Ed Walter, Matt Grausam, Peggy Zimmer, Tiffany Hoffmann Absent: Fr. Sam Perez

The meeting was called to order at 7:00 PM and began with prayer.

1. Update Signage - Fr. Steffl will look into having the church/mass information updated on the sign in front of church.
2. Minutes - correction made to name listed in minutes from November meeting. Motion made and approved to accept corrected minutes.
3. Financials - Matt reviewed the financials. Parish is ahead of budget for the year, but lower than last year at this time. He noted January adult offerings didn't drop off as they had in past years.
4. COVID updates - funeral luncheons continue to be held with all food being catered in.
5. Lent/Easter schedule - Similar to last year; Friday evening Mass and SOC in place of Friday morning Mass.
6. Facility Needs/Maintenance - school freezer no longer needed. Joel will check with interested parties on sale of item. Church boiler-chemical issues were fixed, however still not working properly. Rectory boiler will be replaced. Bob is on non-work related medical leave. Will continue to keep extra help on staff through his recovery. Church, school, and rectory will be rekeyed beginning of February. A new computer was purchased for the parish office to replace the outdated model in use. Still working on getting the breezeway floor repaired. SE Electric will be installing security cameras in the coming months. Wooden screens on the bell towers will need to be replaced/repainted during warmer months.
7. Religious Ed - Dan reported that classes are going well; four students made First Reconciliation in January. Confirmation and First Communion students/parents continue to meet monthly. Students will attend Ash Wednesday Mass at 6:15 in place of classes. Joel Heiling and Samantha Tauer volunteered to teach 5th/6th grade for the remainder of the school year.
8. CPAC/Rental - event is Feb. 12th; Pat will follow up on insurance requirements and Matt will resend rental information.
9. Men's Sausage Dinner - dinner is Sunday, January 30th. Committee ordered additional supplies for this year due to shortages/success of last year's dinner. A 4:30 PM Mass was added for Saturday; Sunday 8:30 AM Mass remained as scheduled.
10. Society updates - KC's have a fish fry scheduled for March 4th. The St. Joseph icon will be passed around parishes in February and March. A prayer hour will be scheduled to coordinate with this event; Myron will work on scheduling this for St. Michael's. CUF plans to hold their annual rummage sale April 1-2.
11. Other/AFC Updates - That Man is YOU! resumes meeting on Fridays beginning January 28th at 5:45 AM at St. Mary's. A 4-part Lenten DVD series will be offered to St. Michael's parishioners on Sunday evenings during Lent. Myron will resume Gil-Mor bible study when COVID guidelines allow.

Next meeting is scheduled for March 22nd at 7:00 PM. Meeting adjourned at 7:47 PM with closing prayer.

Respectfully submitted,  
Tiffany Hoffmann